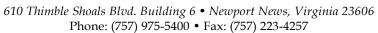


## CITY OF NEWPORT NEWS FIRE DEPARTMENT

## **COMMUNITY RISK REDUCTION DIVISION**





## PRE-FIRE INSPECTION CHECKLIST

"OUR COMMUNITY CONFIDENT IN SAFETY."

ACCESS & PREMISES	YES	NO	N/A
ADDRESS NUMBERS FOR THE BUILDING ARE CLEARLY VISIBLE FROM THE STREET			
EXTERIOR FIRE DEPARTMENT ACCESS IS UNOBSTRUCTED			
STORAGE SHALL BE NEAT & ORDERLY			
THERE IS A 3 FT. CLEARANCE MAINTAINED AROUND FIRE HYDRANTS			

EGRESS (EXITING)		
EXIT WAYS & DOORS ARE EASILY RECOGNIZABLE, UNOBSTRUCTED, & MAINTAINED		
EXIT DOORS ARE UNLOCKED & OPERABLE FROM INSIDE W/O THE USE OF A KEY OR ANY SPECIAL KNOWLEDGE OR EFFORT		
IF EXIT SIGNS ARE REQUIRED, ARE THEY MAINTAINED ILLUMINATED OR SELF- LUMINOUS		
DOES THE BACKUP BATTERY WORK? (PRESS THE TEST BUTTON, THE EXIT SIGN SHOULD STAY ILLUMINATED UNDER BATTERY POWER)		
IF EMERGENCY LIGHTING IS PROVIDED, IS IT MAINTAINED IN OPERABLE CONDITION		
THE MEANS OF EGRESS IS ILLUMINATED WHEN THE BUILDING OR STRUCTURE IS OCCUPIED	_	

ELECTRICAL		
ALL ELECTRICAL OUTLETS, SWITCHES, & JUNCTION BOXES ARE PROPERLY COVERED WITH COVER PLATES		
CIRCUIT BREAKERS/FUSES ARE LABELED SO AS TO IDENTIFY THE AREA PROTECTED		
36" CLEARANCE IS MAINTAINED IN FRONT OF & AROUND THE ELECTRICAL PANEL		
EXTENSION CORDS SHALL NOT BE USED AS PERMANENTLY WIRING		
IF MULTIPLE ITEMS NEED TO BE PLUGGED IN, IS A POWER TAP UTILIZED WITH A BUILT-IN CIRCUIT BREAKER & IS THE POWER TAP PLUGGED DIRECTLY INTO A PERMANENTLY INSTALLED RECEPTACLE?		
MULTIPLUG ADAPTORS, SUCH AS CUBE ADAPTORS, INFUSED PLUG STRIP OR ANY DEVICE NOT COMPLYING WITH NFPA 70 SHALL BE PROHIBITED		
SPACE HEATER(S) SHALL NOT BE OPERATED WITHIN 3 FT. OF COMBUSTIBLE MATERIAL & SHALL BE PLUGGED DIRECTLY INTO A PERMANENTLY INSTALLED RECEPTICAL		

MANUAL/ PORTABLE FIRE EXTINGUISHER		
SHALL BE VISIBLE, UNOBSTRUCTED, & ACCESSIBLE		
SHALL BE INSPECTED & TESTED ANNUALLY		
SHALL BE MOUNTED OR IN EXTINGUISHER CABINETS		
REQUIRED FIRE EXTINGUISHER MINIMUM SIZE 2:A-10:BC		

FLAMMABLE/COMBUSTIBLE LIQUIDS & GASES		
PROPER STORAGE & CONTAINERS SHALL BE UTILIZED		
CONTAINERS SHALL HAVE APPROPRIATE WARNING(S)		
STORAGE PROTECTED FROM SOURCES OF IGNITION		
COVERS & CAPS SHALL BE TIGHTLY IN PLACE		
COMPRESSED CYLINDERS SHALL BE PROPERLY STORED AND SECURED		
COMPRESSED GAS SHALL HAVE APPROPRIATE WARNING(S)		

COOKING OPERATIONS		
HOOD SUPPRESSION SYSTEM MAINTAINED & OPERABLE		
HOODS, DUCTS, AND FILTERS SHALL BE FREE OF GREASE & DUST		
HOOD SUPPRESSION SYSTEMS SHALL BE INSPECTED EVERY 6 MONTHS		
REQUIRED CLASS K ESTINGUISHER(S) SHALL BE WITHIN 30 FT. OF THE COOKING MEDIUM		

SPRINKLER/STANDPIPE EQUIPMENT		
WATER SUPPLY VALVE SHALL BE OPEN/SEALED		
SPRINKLER HEADS SHALL HAVE PROPER CLEARANCE & UNPAINTED		
STANDPIPE VALVES SHALL BE ACCESSIBLE & FREE OF DEFECTS		
FD CONNECTION SHALL BE UNOBSTRUCTED & FREE OF DEFECTS		
FIRE PUMPS SHALL BE MAINTAINED & OPERABLE		
LABEL SPRINKLER & ALARM EQUIPMENT DOORS/ROOM		
WHERE SPRINKLERS ARE PRESENT THE REQUIRED FIRE-RESISTANCE-RATED CONSTRUCTION SHALL BE MAINTAINED (FIRE DOORS, FIRE WALLS, BARRIERS ETC.)		
PERIODIC TESTING SHALL BE DOCUMENTED & CURRENT		

ALARM EQUIPMENT		
SYSTEM SHALL BE ON AND OPERABLE		
DETECTORS & SIGNALING DEVICES SHALL BE FREE OF DEFECTS		
PERIODIC TESTING SHALL BE DOCUMENTED AND CURRENT		

NOTE: THE CHECKLIST IS NOT ALL INCLUSIVE, AND SERVES TO PROVIDE GENERAL GUIDANCE FOR ASSISTANCE IN MAINTAINING YOUR BUSINESS WITHIN CITY AND STATE FIRE PREVENTION CODE STANDARDS. PLEASE REFER TO THE 2015 STATE FIRE PREVENTION CODE AND CHAPTER 16 OF NEWPORT NEWS CITY CODE FOR ANY FURTHER GUIDANCE. PLEASE FEEL FREE TO CONTACT THE NEWPORT NEWS FIRE MARSHAL'S OFFICE FOR ASSISTANCE (757) 247-8873.



DIRECT LINK TO ELECTRONIC CHECKLIST